

**MINUTES OF THE COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION
HELD TUESDAY, SEPTEMBER 5, 2017 AT 6:05 P.M. IN THE COTTONWOOD
HEIGHTS CITY COUNCIL CONFERENCE ROOM LOCATED AT 2277 EAST
BENGAL BOULEVARD, COTTONWOOD HEIGHTS, UTAH**

Roll Call.

Present: Mayor Kelvyn Cullimore, Councilman Scott Bracken, Councilman Mike Shelton, Councilman Tee Tyler, Councilman Mike Peterson.

Roll Call.

Present: City Manager John Park, Assistant City Manager Bryce Haderlie, City Attorney W. Shane Topham, City Recorder Paula Melgar, Police Chief Robby Russo, Assistant Fire Chief Mike Watson, Community Development Senior Planner Michael Johnson, Public Works Director Matt Shipp, Finance Director Dean Lundell, Public Relations Specialist Dan Metcalf.

Excused: Community Development Director Brian Berndt

Mayor Kelvyn Cullimore called the meeting to order and welcomed all those present.

1. Whitmore Library Report

Whitmore Library Manager Ms. Diedra Townsend and her Assistant Manager Ms. Laura Renshaw, reported on recent library events and changes. They also provided information on library resources available to the public. Copies of the handouts providing resources available are attached and incorporated to these minutes by this reference.

2. Public Relations Report

Public Relations Specialist, Mr. Dan Metcalf, reported on media coverage and city events. Some of the media reports presented were:

- Fox 13 News – Officer-involved shooting
- KSL News – Lawmakers conflicted on how to handle fireworks laws
- KSL News – Research to look at teacher retention
- Cottonwood Heights media report on the Cottonwood Heights 5K Marathon traffic access.

3. Community and Economic Development

a. Planning Commission Meeting of September 6, 2017

Mr. Michael Johnson, Senior Planner, reported on the agenda items scheduled for September 6th, Planning Commission meeting. A copy of the Planning Commission Packet is available at the city's website, at

http://cottonwoodheights.utah.gov/your_government/boards_and_commissions/planning_commission/agendas_minutes/

A copy of the Planning Commission Packet is also attached and incorporated to these minutes by this reference.

b. Development Activity Report

Mr. Michael Johnson, Senior Planner, presented to the Council the Development Activity Report for September listing all current development projects in the city. A copy of the report provided to City Council is attached and incorporated to these minutes by this reference.

Walk-On by Mr. John Park, City Manager, on Canyon Centre.

Walk-On by Mr. John Park, City Manager, on Willow Creek Cove.

Walk-On by Mr. Metcalf on newsletter publication of Council article.

4. **Public Works Report**

Mr. Matt Shipp, Public Works Director, reported on public works projects from this past week.

5. **Public Safety Reports**

a. Unified Fire Authority

UFA Assistant Fire Chief Mike Watson reported on noteworthy events of the week.

b. Police Department

Police Chief Robby Russo reported on noteworthy events of the week. Chief Russo thanked everyone who attended the Police Awards Banquet.

1. Cottonwood Heights Police Awards Banquet

Chief Russo reported on the recently held Cottonwood Heights Police Awards Banquet.

6. **City Manager/Assistant City Manager Report**

a. City Hall Report – Way-Finding Sign Package

City Manager, Mr. John Park, provided the Council with a progress report on the way-finding sign package for City Hall.

b. BCC Marathon

City Manager, Mr. John Park, provided a report on preparations for the BCC Marathon scheduled for Saturday, September 9th.

c. Review of Staff Communications

This agenda item is to allow Council members to comment on the informational report sent out each week by staff reporting day to day activities of the city. This report is available on the internet at www.ch.utah.gov.

7. **Mayor/City Council Reports**

a. Wasatch Front Waste and Recycling District Board Meeting – Councilman Bracken

Councilman Bracken reported on the recent Wasatch Front Waste and Recycling District Board meeting.

b. Youth City Council Dinner – Councilman Bracken

Councilman Bracken reported on the recent "Dinner with the Mayor" event sponsored by the Youth City Council.

Walk-On by Mayor Cullimore on his attendance of Murray Mayor Eyre funeral services.

Walk-On by Mayor Cullimore on a proclamation for the Bicentennial Birthday of the Bahá'u'lláh Community.

c. Council of Governments – Mayor Cullimore

Mayor Cullimore discussed agenda items from the Council of Governments meeting held on August 24th.

d. Wasatch Front Regional Council – Mayor Cullimore

Mayor Cullimore reported on the Wasatch Front Regional Council meeting held on August 24th.

Walk-On by Mayor Cullimore and Finance Director Dean Lundell, on the full budget book under review and the upcoming year-end financial audit.

Walk-On by Councilman Peterson on Buttlerville Days 2018-19 vendors and scheduling.

Walk-On by Councilman Peterson on Pickle Ball Park and Shade Structures grant applications.

8. **Calendar of Events**

Councilmember Schedules for the next week / 2017 Calendar:

- a. **No City Council Meetings:** Oct 31, Dec 5 & 26
- b. Sept. 9 – Big Cottonwood Canyon Marathon and Half Marathon.
- c. Sept. 12 – Canyons School District Apex Awards
- d. Sept. 13-15 – Utah League of Cities and Towns Fall Conference
- e. Sept. 14 - 5:30 pm – Social Media Advertising - FREE Boot Camp Workshop
- f. Sept. 16 – 10 am to 1pm - Bark in the Park at Mountview Park
- g. Sept. 28 - 5pm to 7 pm - Open Spaces Master Plan Open House
- h. October 5 - 11:30 am to 1:00 pm - CH Business Awards Luncheon
- i. October 12 – 5:30 p.m. – Leadership Skills Learned from Operating an Escape room - FREE Boot Camp Workshop
- j. October 27 - Monster Mash – Cottonwood Heights Rec. Center
- k. October 31 - 3:00 pm to 5:00 pm - CHBA Trunk or Treat
- l. November 7 – General Election Day
- m. November 16 - 5:30 pm to 7:30 pm - FREE Boot Camp Workshop
- n. December 5 - City Employees Christmas Party
- o. December 15 - Noon to 2:00 pm - Sub For Santa Open House

9. **Closed Meeting to Discuss Litigation, Property Acquisition and the Character and Professional Competence or Physical or Mental Health of an Individual**

At 9:22 p.m. Councilman Tee Tyler made a Motion to close the Work Session and move to a closed meeting. Councilman Mike Peterson seconded the Motion. The Motion passed unanimously.

At 9:58 p.m. Councilman Tee Tyler made a Motion to close the closed meeting, resume the City Council Work Session and Adjourn. Councilman Mike Peterson seconded the Motion. The Motion passed unanimously.

10. **ADJOURN**

The City Council Work Session adjourned at 9:58 p.m.